

# Maryland Parent Leadership Institute

## Application for Class of 2004

Application Deadline is June 21, 2004

The Maryland Parent Leadership Institute is looking for parents who have:

- A strong interest in actively participating in the education of Maryland's children;
- Leadership potential;
- A willingness to design and lead at least one school-based project that will help children succeed; and
- A commitment to attend three weekend training sessions, and to stay connected to the Parent Leadership Institute for at least two years.

If you are a parent who has or will have children in the Maryland public schools, and you would like to learn how to work with educators and other parents to help students succeed, please complete an application for the Parent Leadership Institute Class of 2004.

Twenty-five participants will be selected without regard to race, color, religion, sex, handicap, family status, or national origin. Every attempt will be made to select participants that reflect the diversity of the state of Maryland.

**Fees:** There is no cost to apply for or attend the Parent Leadership Institute. All lodging for overnight stays, meals, and materials are provided free of charge to participants. Each school whose parent leader completes the Parent Leadership Institute will receive \$500 to pay for the parent leader's school-based project.

**Training Time and Dates:** 5 p.m. on Friday to 3 p.m. on Sunday  
October 8, 9, and 10, 2004  
October 22, 23, and 24, 2004  
November 5, 6, and 7, 2004

**Location:** Princess Royale Hotel and Conference Center, Ocean City, MD

### Application Process:

Complete the following application;

Ask the principal of the school you would like to work with (or the director of the early childhood center you would like to work with) to complete the Administrator Commitment Form; and

Ask two references to complete the attached reference form.

Notifications of acceptance will be mailed July 15, 2004.

### All application materials should be mailed to:

Maryland Parent Leadership Institute  
Attn: Vicky Strella  
The Family Services Agency, Inc.  
The Family Works  
610 East Diamond Ave., Suite 100  
Gaithersburg, MD 20877

Or, fax the application materials to: 240-631-6949

**Questions? Call 301-840-3252**

# Maryland Parent Leadership Institute 2004

## Application Form

To assist the Selection Committee, please type or print.

Mr. Mrs. Ms. \_\_\_\_\_  
Last Name First Name Middle Initial

Home Address: \_\_\_\_\_  
Street

\_\_\_\_\_

City

County

Zip

Home Phone: ( ) \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

What is the best way to contact you? (Circle one.) Home Phone Work Phone E-mail

Please list the school(s) your child/children will attend in Fall 2004: \_\_\_\_\_

Do you have any volunteer experience? (Check all that apply.)

\_\_\_ PTA/PTO (number of years \_\_\_\_; officer: yes no )

\_\_\_ School Improvement Team member (number of years \_\_\_\_)

\_\_\_ School committees Please list: \_\_\_\_\_

\_\_\_ Community groups/organizations Please list: \_\_\_\_\_

\_\_\_ Other Please list: \_\_\_\_\_

Please help us create a diverse class by volunteering your Race/Ethnicity: \_\_\_\_\_ (Optional)

Briefly describe your school (for example, number of students; rural/urban/suburban; racial/ethnic/language diversity; percent receiving free or reduced price meals; student achievement challenges or school-wide issues of concern):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe why you are interested in attending the Parent Leadership Institute:

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During the Institute, participants will develop a project for implementation at their school. Please share a few thoughts on how parents at your school could be involved in improving student achievement:

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**Attendance:** The full participation of each individual selected is necessary. Maryland Parent Leadership Institute will hold 3 weekend sessions. Attendance is mandatory at all 3 sessions. If you know at this time that you will have a conflict with these dates, please delay applying until next year.

**2004 Session Dates:** October 8-10, October 22-24, November 5-7  
**Please mark these dates on your 2004 calendar now.**

**References:** Please list the names of the two individuals to whom you gave the reference form:

1. Name \_\_\_\_\_  
Phone: (     ) \_\_\_\_\_
2. Name \_\_\_\_\_  
Phone: (     ) \_\_\_\_\_

**Administrator Commitment:** Please have the principal of your school or director of your early childhood center sign the following statement:

I support this application to the Maryland Parent Leadership Institute. If the applicant is accepted, I understand that upon completion of the Institute, s/he will conduct a family involvement project linked to a data-based need in our school. The Institute will provide \$500 to the school for implementation of this project. I will encourage a partnership between the applicant and our school improvement team to help this project be successful.

\_\_\_\_\_  
Principal/Director Signature

\_\_\_\_\_  
Principal/Director Name

\_\_\_\_\_  
Date

**Applicant Commitment:** I understand the purpose of the Maryland Parent Leadership Institute and that the completion of this application does not ensure that I will be selected. If selected to participate, I will commit the necessary time. All applicants will be notified of the Selection Committee's decision by July 15, 2004.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Mail or fax this application to the address on the front page.**

**Please keep a copy for your records.**

# Maryland Parent Leadership Institute

## Reference Form 2004

### To the Candidate:

Fill in your name below and give a copy to two people who can tell us more about you. Ask them to complete the reference form and return it to Maryland Parent Leadership Institute by June 21, 2004.

Candidate's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

### To the person recommending the candidate:

You are being asked to be a reference for a parent who is applying for participation in the Maryland Parent Leadership Institute. The institute was established by The Family Works, a program of The Family Services Agency, Inc., to improve parent involvement in education. Parents who care deeply about their children's education and who have leadership potential will be provided with additional knowledge and skills to become more involved in education and to help other parents become involved. For questions, contact the Program Coordinator, Vicky Strella, at 301-840-3252 or e-mail [strellavi@familyservicesagency.org](mailto:strellavi@familyservicesagency.org).

### Please complete this form and return it by June 21, 2004 to:

Maryland Parent Leadership Institute  
Attn: Vicky Strella  
The Family Services Agency, Inc.  
The Family Works  
610 East Diamond Ave., Suite 100  
Gaithersburg, MD 20877  
Or Fax to: 240-631-6949

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Home Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

-over-

How long have you known the candidate?

How do you know the candidate?

How has the candidate been involved in his or her child's education at home, in the school, and/or in the community?

Explain why you believe the candidate has leadership potential. Why is this person a good candidate for the Maryland Parent Leadership Institute?

Thanks you for your assistance.

The Family Works is funded by the U.S. Department of Education and is a program of the Family Services Agency, Inc.